

1 **December 12, 2017**

2 **REGULAR MEETING OF THE BOARD OF DIRECTORS OF**
3 **THE NORTH COUNTY FIRE PROTECTION DISTRICT**

4 President Munson called the meeting to order at 5:00 p.m.

5 **THE INVOCATION GIVEN BY Chaplian Helman**

6 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

7 **ROLL CALL:**

8 **Present:** Directors Harris, Hoffman, Luevano, Munson and Thuner.

9 **Absent:** None.

10 **Staff Present:** Fire Chief/CEO Abbott, Attorney James and Board Secretary Stephen-
11 Porter. In the audience were: Deputy Chief Marovich, D/C Mahr, B/Cs Krumwiede,
12 McReynolds and Wilson, FM Koch and members of the public and Association.

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14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Munson addressed the audience and inquired whether
16 there were any public comments regarding items not on the Agenda. Chief Abbott informed
17 the Board that due to the Lilac Fire, an Emergency Board meeting was required. Directors
18 Harris, Luevano and Munson attended the meeting. The purpose of the meeting was to
19 make a Declaration of a Local Emergency, which would allow the District to receive
20 appropriate funding from fighting the Lilac Fire. The approval of the action and minutes
21 Declaring a Local Emergency is therefore time sensitive and requires the Board act
22 expeditiously. On a motion by Vice President Thuner, which was seconded by Director
23 Hoffman, the Board unanimously found that the matter arose after the posting of the agenda.
24 On a motion by Vice President Thuner, which was seconded by Director Harris, the Board
25 unanimously found that the matter was time sensitive and agreed to place it on the Action
26 Agenda after Item 12. Thereafter, Chief Abbott brought forward Chief Marovich for
27 recognition for completion of the Executive Fire Officer Training Program. He noted that the
28 program is four years long and sponsored by the National Fire Academy, from which
29 approximately only fifty percent of applicants complete. His framed certification of

30 completion was presented and he was congratulated by the Board and Staff. In addition,
31 Chief Abbott recognized Nick Schuler and Jason Malrich from San Diego Cal Fire for their
32 heroic leadership on the recent Lilac Fire. He thanked the Board and the community for the
33 tremendous support the District received, especially Director Harris who lost her home in
34 the conflagration. Chiefs Schuler and Abbott agreed the departments have a great working
35 relationship and the response by cooperators and investigators was prompt. Discussion
36 ensued regarding the fire origin, injuries and damages. There being no further comments,
37 the Public Comment Section was closed.

38 2. **PRESENTATION OF AWARDS FOR BOARD RECOGNITION PROGRAM — B/S STEPHEN-**
39 **PORTER AND CHIEF ABBOTT:** At the October Board meeting, the Board selected the following
40 individual to be recognized for his extraordinary efforts: **JULY 12, 2017 – WOW CUSTOMER**
41 **SERVICE:** Engineer/AC Tom Harrington. Members noted that Engineer Harrington's actions
42 were exemplary of him and the carrying organization the District strives to be. Engineer
43 Harrington was presented with an award and congratulated by the Board and Staff.

44 **ACTION AGENDA**

45 **PRIORITY ACTION ITEMS:**

46 3. **BOARD ELECTIONS OF OFFICERS FOR 2018 – CHIEF ABBOTT AND COUNSEL JAMES:** Chief
47 Abbott informed those present that this is the time of the year the Board is to select officers
48 for the coming year. The new officers are to assume office at the end of the meeting.
49 President Munson turned the meeting over to District Counsel for the election of the officers.
50 District Counsel James called for nominations for President, with Director Thuner nominating
51 Director Munson, which was seconded by Director Hoffman. Director Munson accepted the
52 nomination. There no further nominations, Director Munson was elected to President for the
53 year 2018. District Counsel asked for nominations for the election for Vice President.
54 Director Hoffman nominated Director Luevano, which was seconded by Director Munson.
55 Director Luevano accepted the nomination. As there were no other nominations for Vice
56 President, Director Luevano was elected to Vice President for the year 2018.

57 **CONSENT ITEMS:**

59 4. **REVIEW AND ACCEPT REGULAR BOARD MEETING FOR OCTOBER 2017**

60 5. **REVIEW AND ACCEPT FINANCIAL REPORT FOR OCTOBER 2017**

61 6. **REVIEW AND ACCEPT POLICIES & PROCEDURES**

62 President Munson inquired whether there were any questions on Consent Items. There
63 being no discussion, President Munson asked for a motion to approve the Consent Agenda.
64 On a motion by Director Harris, seconded by Director Hoffman, the motion to approve the
65 Consent Agenda Items as presented, passed unanimously.

66 **ACTION ITEMS:**

67 7. **APPROVE REVENUE MEASURE FEASIBILITY ANALYSIS AD HOC COMMITTEE FINDINGS &**

68 **RECOMMENDATIONS — CHIEF ABBOTT:** Chief Abbott presented Dr. Manross from Strategy

69 Research Institute. Dr. Manross gave an overview of the study, noting several key issues:
70 the likelihood of success for a measure if placed on the ballot now; the awareness of the
71 voters in the District's service area; the awareness of the voters to the financial challenges
72 of the District; the confidence of the voters in the District's provision of services; and the
73 voters' willingness to support new taxes or fees. He also noted that the voters, if apprised
74 of the factors that would impact the level of fire protection and paramedic services in the
75 District, the District may be successful in a measure. He recommended the District wait to
76 propose the measure at this time, to design and launch a comprehensive, compelling public
77 outreach effort to inform the voters of the need for monies being sought, how they would be
78 spent and consequences for not being able to address the District's pressing fiscal
79 challenges. At the conclusion of the presentation, a lengthy discussion ensued. On a motion
80 by Director Hoffman, seconded by Director Luevano, the motion to postpone action on a
81 Revenue Measure at this time, with either a Board workshop or the Ad Hoc Committee to
82 make recommendations on how to proceed passed unanimously.

83 8. **APPROVE REVISED MEETING SCHEDULE FOR NORTH COUNTY FIRE PROTECTION DISTRICT**

84 **BOARD MEETINGS FOR THE YEAR 2018 — CHIEF ABBOTT AND B/S STEPHEN-PORTER:** Chief

85 Abbott presented the revised meeting schedule to the Board for approval. He noted since it
86 is an election year and at least one Director has stated they will not be running for office in
87 this election, an additional meeting will be required in December for Orientation and Ethics

88 training. A second Regular Board Meeting is already scheduled to handle regular business.
89 On a motion by Director Harris, seconded by Director Hoffman, the motion to approve the
90 revised meeting scheduled passed unanimously.

91 9. **RESOLUTION TO AUTHORIZE FIRE CHIEF TO SEEK REIMBURSEMENT FOR DISASTER-**
92 **RELATED COSTS — CHIEF ABBOTT:** Chief Abbott presented Resolution 2017-16 to receive
93 reimbursement through the California Disaster Assistant Act, which will allow the District to
94 recover a portion of its costs associated with response for approved disasters, such as the
95 January 2017 floods. The Resolution will allow recovery on like disasters for the next three
96 years. On a motion by Director Luevano, seconded by Director Harris, the motion to approve
97 Resolution 2017-16 and sign OES Form 130 passed unanimously.

98 10. **APPROVE PURCHASE AND FINANCE CONTRACT FOR PHYSIO CONTROL 15 LEAD EKG MONITOR**
99 **PURCHASE — CHIEF MAHR AND CHIEF ABBOTT:** Chief Mahr presented a request to purchase
100 and finance 10 new LIFEPAK 15 12-LEAD EKG monitors is \$303,331.34, noting our current
101 fleet is well beyond its 7-year life span, having been purchased in 2003. The District has
102 the opportunity to take advantage of a zero percent finance option, spreading the obligation
103 over five annual payments of \$60,666.27, with a portion of the annual obligation being offset
104 by the \$12,980.00 currently being spent on the maintenance contracts for our existing fleet
105 of EKG monitors. The first annual installment is being deferred and will not be due until after
106 July 1, 2018. On a motion by Vice President Thuner, seconded by Director Luevano, the
107 motion to approve purchase and finance 10 LIFEPAK15 12-LEAD EKG monitors as
108 presented passed unanimously.

109 11. **APPROVE PURCHASE OF NEW 2018 LIFELINE AMBULANCE — CHIEF MAHR AND CHIEF**
110 **ABBOTT:** Chief Mahr presented a recommendation to purchase a new 2018 Lifeline
111 Ambulance utilizing Assistance to Firefighters Grant (AFG) funds. With the closure of
112 Fallbrook Hospital, the District has recognized that our fleet of ambulances are experiencing
113 a higher rate of utilization. This ultimately equates to shorter length of service life for each
114 unit. The District was fortunate to receive a grant through AFG for this purchase. AFG
115 funding will pay for \$186,488.00 of the expenses associated with the purchase, with the

116 District's portion of the payment being \$18,649.00. An additional \$5,361.00 is required to
117 install a Stryker Gurney Retention System, which is required on all District ambulances.

118 On a motion by Director Harris, seconded by Director Luevano, the motion to approve the
119 purchase of the Lifeline Ambulance through AFG and Capital Equipment Replacement
120 Reserve Funding passed unanimously.

121 **12. APPROVAL OF JOB DESCRIPTION AND RECLASSIFICATION OF ADMINISTRATIVE SPECIALIST-**
122 **IT SUPPORT — CHIEF MAROVICH AND CHIEF ABBOTT:** Chief Marovich presented the request

123 to approve the job description and reclassify the current Administrative Specialist to
124 Administrative Specialist-IT. He noted with the dissolution of the contract for onsite
125 computer support with the City of Oceanside, the Administrative Specialist has been
126 handling these functions since the transition that occurred on September 1, 2017, in addition
127 to their regular duties. Approval of the reclassification will allow the District to appropriately
128 compensate this individual for the level and complexity of services they willing undertaken
129 for the greater continuity in operations. On a motion by Director Luevano, seconded by Vice
130 President Thuner, the motion to approve the job description for Administrative Specialist-IT
131 and reclassification of the current Administrative Specialist to that classification passed
132 unanimously.

133 **12-A. APPROVAL OF MINUTES AND DECLARATION OF LOCAL EMERGENCY — CHIEF ABBOTT:**

134 Chief Abbott informed the Board that due to the Lilac Fire, at 3:50 p.m. in the District
135 Operations Center, President Munson convened an Emergency meeting of the Board of
136 Directors, in order to approve a Declaration of a Local Emergency due to the Lilac Fire,
137 which started at 11:40 a.m. on December 7, 2017. At that time, the fire had burned in excess
138 of 2000 acres, with two civilian fire injuries, two structures destroyed and multiple other
139 structures threatened. All Directors were contacted, with a quorum of Directors Munson,
140 Luevano and Harris being able to attend. All Directors in attendance were in concurrence
141 to make a Declaration of a Local Emergency. On a motion by Director Harris, which was
142 seconded by Director Hoffman, the Board unanimously ratified the Declaration of the Local
143 Emergency and approved the Minutes of the December 7, 2017 Emergency Board meeting.

DISCUSSION AGENDA

13. There were no Discussion Items for the December 12, 2017 Board meeting.

STANDING DISCUSSION ITEMS:

● **LEGAL COUNSEL REPORT:** Counsel James presented his letter “When is an Employee Not Acting as an Employee: The Coming and Going Rule? – Part 2.” Brief discussion ensued, with examples noted. This is informational only, no action required.

● **WRITTEN COMMUNICATIONS:** Brief discussion ensued regarding the items, Board members noting the heartfelt communications. Informational only, no action required.

● **BOARD RECOGNITION PROGRAM:** See Item No. 3.

● **NEWS ARTICLES:** Brief discussion ensued regarding articles. This is informational only, no action required.

● **COMMENTS:**

● **STAFF REPORTS/UPDATES:**

● **STEPHEN ABBOTT, FIRE CHIEF/CEO:** Chief Abbott informed the Board the Lilac Fire is 92% contained at this time. At the conclusion of the fire, he will have statistics on the number of homes, injuries, etc. to share. He noted that the State is requesting that the President make a Declaration of Emergency for the fires within the state; this would reduce District costs to 6%. There is transition meeting for the District to assume control of the fire. Chief Abbott thanked and lauded everyone involved in fighting and supporting the fire. He noted there were many harrowing stories and there was a long list of people, donations and community involvement in support of the District and the efforts to combat the fire. He especially thanked Director Harris, who lost her home in the fire, but remained in the DOC and engaged through the fire. Chief Abbott informed the Board he had another Coffee with the Chief, with two attendees from CERT. He is looking for another venue to reach more people. Chief Abbott updated the Board on the current activity in Division 3, with run time at 7:40 and 12 calls for the measured period. Property taxes receipts were above projections for this period. Finance is working on a Financial Reserves policy, which dovetails with the Rainbow Division consolidation. The Rainbow Advisory Board is discussing whether to continue as an advisory body, with their main concern that funds collected in their area,

174 benefit their Division. Vice President Thuner offered to accompany Chief Abbott to their next
175 Board meeting to discuss. Informational only, no further action required.

176 ● **CHIEF OFFICERS AND OTHER STAFF:** **CHIEF MAHR:** Chief Mahr noted the District
177 planned to assume control of the Lilac Fire. He thanked the Board for the continuing support
178 of Staff. He noted that the PIOs have been networking with the community, including taking
179 food and water to those who were displaced. **CHIEF MAROVICH:** Chief Marovich informed
180 the Board the District will be meeting with OES to determine the financial impact to the
181 District from the fire.

182 ● **BOARD:** **DIRECTOR HARRIS:** Director Harris wanted to thank everyone for their hard
183 work on the Lilac Fire and for their support, including the Board and the PIOs for keeping
184 the community informed. **DIRECTOR LUEVANO:** Director Luevano stated he could not thank
185 the Staff enough for their handling of the Lilac Fire. He also appreciated the improvements
186 to the website. **DIRECTOR HOFFMAN:** Director Hoffman informed the Board he spent
187 approximately six hours Chief McReynolds to educate himself about the District. He realized
188 how great the employees are and he learned a great deal. He discussed the injuries from
189 the Lilac Fire and inquired if there were ways to be more forceful with fire prevention
190 activities. **DIRECTOR MUNSON:** Director Munson echoed the remarks of the other Board
191 members and suggested that we use some of these ideas during public campaign to
192 emphasize public safety and District needs.

193 ● **BARGAINING GROUPS:** **A/P GREG MANN:** Incoming A/P Mann thanked everyone for
194 their participation in the Lilac fire, noting in thirty years, the District had never had a more
195 cooperative relationship with Cal Fire or had more resources, especially from far away. He
196 noted we had crews from Idaho, Arizona, Texas and Utah; with no drops in service and all
197 District areas running and safe for the 7-8 days of the fire. He noted this was the first time
198 he had an opportunity to work with Type 1 Incident Command Team. He informed the Board
199 how much help they had been on the fire, including the clean-up and the sifters. A/P Mann
200 thanked outgoing A/P Jones for his hard work, intelligence and stats work on behalf of the
201 District and the Association and for agreeing to remain on the Board of the Association. A/P
202 Mann looks forward to working collaborative with the Board and District to achieve their

ADJOURNMENT

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262 A motion was made at 8:30 p.m. by Director Harris and seconded by Vice President Thuner,
263 to adjourn the meeting and reconvene on January 23, 2018, at 17:00. The motion carried
264 unanimously.

265 Respectfully submitted,

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268 Loren Stephen-Porter

269 Board Secretary

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271 Minutes approved at the Board of Director's Meeting on: January 23, 2018
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Official Seal